



AGENDA
ARCHITECTURAL REVIEW BOARD MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN
FEBRUARY 18th, 2015
6:30 P.M.

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Richfield Architectural Review Board, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum (Chairperson to announce the following if a quorum of the Village Board is an attendance at the meeting: "Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during Public Hearings, or if the rules are suspended to allow them to do so.")

1. Call to Order/ Roll Call
2. Verification of Open Meetings Law compliance
3. Pledge of Allegiance
4. Approval of Minutes:
 - a. October 15, 2014 – Regular Meeting
 - b. November 19, 2014 - Regular Meeting
5. DISCUSSION/ACTION
 - a. Discussion/Action regarding a Site, Building and Plan of Operation review for the Richfield Joint School District No. 1, 3117 STH 167 (Tax Key: V10-0373)
6. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov.

Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or www.richfieldwi.gov with as much advance notice as possible.

4 a

1. Call to Order/Determination of Quorum

Chairman Bob Wirth called the meeting to order at 6:30 PM, noting that a quorum of the Board was present. Board members, Jason Duehring, Tim Einwalter and James Otto were present.

Excused Absence: Del Schmechel

Also present: Village Administrator Jim Healy and Building Inspector Joel Jaster

2. Confirmation of Open Meetings Law Compliance

Building Inspector Joel Jaster confirmed that the agenda was posted at the Colgate, Hubertus, and Richfield U.S. Post Offices as well as online and at Village Hall. Digital copies of the agenda were also sent to the West Bend Daily News, Milwaukee Journal Sentinel, Hartford Times Press, and Germantown Express News.

3. Pledge of Allegiance

4. Approval of Minutes

a. September 17, 2014 – Regular Meeting

Motion by James Otto to approve the minutes of September 17, 2014; Seconded by Jason Duehring; Motion passed without objection.

b. September 30, 2014 - Special Meeting

Motion by James Otto to approve the minutes of September 30, 2014 - Special Meeting; Seconded by Jason Duehring; Motion passed without objection.

5. DISCUSSION/ACTION ITEMS

a. Discussion/Action regarding residential home plans for Lot 39, Reflections Village – Harpe Development

Discussion was had by various members of the Board regarding the garage protrusion and potential ways to minimize the massing.

Each of the four sides of the home were discussed in detail by the Board and several suggestions were made to help enhance the design of the building.

Motion by Tim Einwalter to table the residential home plans for Lot 39, Reflections Village until November 19, 2014 at 6:30PM; Seconded by Jason Duehring; Motion passed without objection.

6. Adjournment

Motion by Jason Duehring to adjourn; Seconded by James Otto; Motion passed without objection at 7:00 PM.

Respectfully Submitted,

Laura Johnson
Deputy Clerk

4b

1. Call to Order/Determination of Quorum

Chairman Bob Wirth called the meeting to order at 6:30 PM, noting that a quorum of the Board was present. Board members: Jason Duehring, James Otto, Tim Einwalter, Del Schmechel were present.

Also present: Village Administrator Jim Healy and Building Inspector Joel Jaster

2. Confirmation of Open Meetings Law Compliance

Building Inspector Joel Jaster confirmed that the agenda was posted at the Colgate, Hubertus, and Richfield U.S. Post Offices as well as online and at Village Hall. Digital copies of the agenda were also sent to the West Bend Daily News, Milwaukee Journal Sentinel, Hartford Times Press, and Germantown Express News.

3. Pledge of Allegiance

4. Approval of Minutes

a. October 15, 2014 – Regular Meeting

Motion by Commissioner Otto to table the minutes of October 15, 2014 until February 18, 2015 at 6:30PM; Seconded by Commissioner Schmechel; Motion passed without objection.

5. DISCUSSION/ACTION ITEMS

a. Discussion/Action regarding residential home plans for Lot 39, Reflections Village – Harpe Development

Motion by Commissioner Einwalter to approve the residential home plans for Lot 39, Reflections Village as submitted; Seconded by Commissioner Schmechel; Motion passed – Ayes 3- Chairman Wirth, Commissioners Schmechel and Einwalter. Nays 0. Abstain 2 - Commissioners Otto and Duehring.

Motion by Commission Otto for a reconsideration of the aforementioned motion; Seconded by Commissioner Duehring; Motion passed without objection.

Motion by Commission Otto to approve the residential home plans for Lot 39, Reflections Village provided the chimney be raised an additional 2' above the roof line; Seconded by Commissioner Duehring; Motion passed without objection.

6. Adjournment

Motion by Commissioner Duehring to adjourn; Seconded by Commissioner Otto; Motion passed without objection at 6:45 PM.

Respectfully Submitted,

Laura Johnson
Deputy Clerk

5 a



VILLAGE OF RICHFIELD
ARCHITECTURAL REVIEW BOARD COMMUNICATION FORM
MEETING DATE: February 18, 2015

SUBJECT: Richfield Joint School District, No. 1, 3117 STH 167 (Tax Key: V10-0373)
DATE SUBMITTED: February 09, 2015
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE ARCHITECTURAL REVIEW BOARD WISH TO RECOMMEND TO THE PLAN COMMISSION THE APPROVAL OF THE PROPOSED BUILDING PLAN?

ISSUE SUMMARY:

The application before us tonight is being petitioned by Uihlein/Wilson Architects, on behalf of the Richfield Joint School District No. 1 (hereinafter referred to as the "District", who owns the property located at 3117 STH 167 (Tax Key: V10-0373). The District is proposing a structural modification (1,200sf) to the north and west elevation of the school in order to move the administrative offices to the formal front entrance of the school (north entrance) and to create a minor vestibule area on the western elevation for bus pick-up and drop-off. In addition to the proposed improvements to the existing school, their proposal also includes a four stall accessory structure (1,100sf) and formalized dumpster enclosure (155sf).

Uihlein/Wilson's proposed building addition would match the existing façade of the school which is constructed primarily of red brick with soldier course headers over the windows. In the event they were not able to find an exact match to the existing brick their proposal would be to use the closest match possible. The existing school design for the District pays homage to traditional school house architecture with the entry tower/canopy on the north elevation. Very much in the same vein as a traditional countryside 'single room school house' motif. Other architectural features on the north elevation are the soldier course headers above the seven (7) windows, tapered columns, and uniformly hung windows. This proposed addition has been designed to fit within the existing space currently occupied by four (4) parking spaces. Please refer to the site plan A100 for further details. In the proposed design they intend to match the existing roofline which will ultimately minimize the visual impact of the current pronounced canopy entrance to the school. On the west side of the entrance, as depicted on A121, Uihlein/Wilson's intention is to mimic the shed roof on the north elevation on the west side for the purposes of a new bus drop-off/pick up vestibule.

The other structural addition to this site is the proposed accessory structure/dumpster enclosure on the west side of the school along Basswood Lane. For the District, this structure would serve essentially the same function as the previously existing single family residence on this property did until the summer of 2014. In terms of the façade for this accessory structure, it would be constructed of 'composite' siding materials (LP Smartside or equivalent) and a red brick wainscoting accent to help tie the design into the school architectural features. The dumpster enclosure would have the same 'composite' (LP Smartside or equivalent) siding which would conceal the dumpsters from the street view. Currently these dumpsters are located behind a cyclone fence off of the main entrance of STH 167.

The actual square footage of the proposed accessory structure is 1,100 sf. Based on the size of the parcel (8.118 ac) they will not approach the maximum footprint allowed which is "the sum total of the first floor area of all principal use and accessory buildings shall not exceed 50% of the total area of the lot" or 176,821sf.

While not within the Architectural Review Board's purview, it is important to note that the proposed additions do comply with the Village's setback requirements and the proposed uses are consistent with those provisions of Sect. 70.206, I-1, Institutional District. The garage is setback 40'8" from the right-of-way on Basswood and 72' from the property line of the single-family residence to the south.



VILLAGE OF RICHFIELD
ARCHITECTURAL REVIEW BOARD COMMUNICATION FORM
MEETING DATE: February 18, 2015

SUBJECT: Richfield Joint School District, No. 1, 3117 STH 167 (Tax Key: V10-0373)
DATE SUBMITTED: February 09, 2015
SUBMITTED BY: Jim Healy, Village Administrator

FUTURE IMPACT AND ANALYSIS:

REVIEWED BY:


Village Deputy Treasurer

Forward to Plan Commission: Yes
Addition Approvals Needed: Yes

ATTACHMENTS:

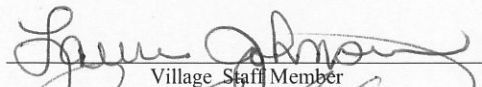
1. SBOP Application for the Richfield Joint School District No. 1
2. Submittal packet and site plan drawings for the Richfield Joint School District No. 1 prepared by Uihlein/Wilson Architects

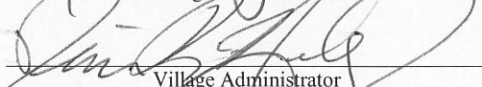
STAFF RECOMMENDATION:

Motion to recommend to the Plan Commission the approval of the architectural designs for the Richfield Joint School District No. 1, located at 3117 STH 167 (Tax Key: V10-0373) as prepared by Uihlein/Wilson Architects.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN


Village Staff Member


Village Administrator

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____



SBOP Fee \$800.00

VILLAGE OF RICHFIELD, WISCONSIN

SITE, BUILDING AND PLAN OF OPERATION APPLICATION

The undersigned agrees to comply with the Village of Richfield Zoning Code of Ordinances, and the conditions of this permit; understands that the issues of this permit create no legal liability, express or implied, of the Department, Municipality, Agency or Inspector; and certifies that the information listed below is accurate.

Overview

Please fill out all forms attached in this document for the purposes of a site, building and plan of operation review. The attached zoning codes and ordinances address requirements of the site, building and plan of operation review as well as all lighting requirements. The documents also address specific setback, lot and building size requirements. Approval of these applications must first be received from the Architectural Review Board and then from the Plan Commission.

Submittal of the attached applications and accompanying documents is required 25 days prior to the Plan Commission meeting at which the applications will be considered. The Plan Commission meets on the first Thursday of every month. The following checklist is designed to assist applicants in the application process described in the attached codes and ordinances.

ARB Application

Architectural Review Board approval is required for all additions and new buildings located in commercial, industrial, park and recreation, walkable hamlet, multi-family, and institutional zoning districts. If the project described in the site, building and plan of operation application does not apply to these areas, this section of the application process can be bypassed. Architectural approval is part of the site, building and plan of operation approval process. Approval must be granted by the Architectural Review Board prior to Plan Commission review. The Architectural Review Board meets on the third Wednesday of every month. See the Planning and Zoning Administrator regarding application submission deadlines.

In addition to the below application, Architectural Review Board applications must include the following supporting documents:

- ☒ Architectural scale, view direction, and floor identifier
- ☒ Height dimensions and maximum height
- ☒ Floor plan dimensions
- ☒ A table, chart or schedule of exterior building materials and colors
- ☒ Exterior building and/or roof mounted lighting fixtures, utilities and equipment
- ☐ Samples of building materials

4128 Hubertus Rd Hubertus, WI 53033 Village Hall - 262.628.2260 Fax - 262.628.2984		BUSINESS PLAN OF OPERATION APPLICATION VILLAGE OF RICHFIELD		Permit No. Parcel/Tax Key No. V-10-035200 B & L V-10-0373	
NAME OF PROPOSED BUSINESS: <u>Richfield Joint School District No 1</u>				SUITE #:	
Owner's/Operator's Name: (Please print) <u>Tara Villalobos</u>		Mailing Address City State Zip <u>P.O. Box 127 Richfield WI 53076</u> Email Address <u>villalobost@richfield.k12.wi.us</u>		Phone #: <u>262-628-1032</u> Other:	
Tenant's Name: (Please Print)		Mailing Address City State Zip Email Address		Phone #: Other:	
DESCRIPTION OF BUSINESS OPERATION: <u>Educational Institution</u>					
TYPE OF BUSINESS: Please check the appropriate box for type: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Retail <input type="checkbox"/> Office <input type="checkbox"/> Warehouse/Storage <input type="checkbox"/> Industrial </div> <div> <input type="checkbox"/> Wholesale <input checked="" type="checkbox"/> Institutional <input type="checkbox"/> Other: </div> </div>				Description: <u>School</u>	
NEW USE: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		EXPANSION OF EXISTING USE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		OTHER:	
HOURS OF OPERATION: Mon-Fri: <u>8:15-4:15 p.m.</u> Sat, Sun: <u>N/A</u>		DAYS OF OPERATION: Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input checked="" type="checkbox"/> Sat <input type="checkbox"/> Sun			
MAXIMUM # OF EMPLOYEES: <u>60</u>		# of Full Time: <u>31</u> # of Part Time: <u>29</u>		CURRENT ZONING: <u>INSTITUTIONAL</u>	
EXPECTED CUSTOMERS PER DAY:		NUMBER OF TRUCKS PER DAY: <u>0</u> NUMBER OF AUTOS PER DAY: <u>50</u>			
PARKING		STORAGE			
# of Available Parking/Parking Lot Spaces: <u>78</u> # of Loading Spaces: _____ Overnight Parking Yes <input checked="" type="radio"/> No Where:		Storage <input checked="" type="radio"/> Yes No Types of Storage:			
SPECIAL EQUIPMENT/FACILITIES/REQUIREMENTS Yes No If so, What?					
Applicant's Signature:		Applicant's Name (Printed): <u>Tara Villalobos</u>		Date Signed: <u>1/22/2015</u>	
Property Owner's Signature:		Property Owner's Name (Printed):		Date Signed:	
APPROVAL CONDITIONS		Applicant is responsible to obtain any licenses, permits, certificates or other documents from other agencies of Village Departments. For example: Cigarette and Alcoholic Beverage Licenses must be obtained from the Village Clerk and Building Permits from the Building Inspector. Also, Occupancy of the premises requires approval of this application.			
FOR VILLAGE STAFF ONLY					
Date Submitted for Review:					
Approved by Village Staff:					
SPECIAL REQUIREMENTS/COMMENTS:					
Date:					

Project Description: Addition to building, Vacant Lot created into parking area/
bus pick up/drop off area, STORAGE BUILDING,

Type of Building Materials: (Bring Samples to Meeting) Brick, 30 year dimensional
Shingles, steel and/or a Louisiana Pacific "Smart Side" siding material, Anderson
vinyl-clad wood windows on the storage building and commercial aluminum
Storefront windows on the addition. Steel insulated overhead doors on
the storage building

Building Colors: RED BRICK - same as existing if possible, If not possible,
Will have similar color schemes as existing building.

Property Owner Affidavit

I (we) attest that I am (we are) the owner(s) of the property which is the subject of this application in the Village of Richfield, Washington County, Wisconsin, and that all the information attached to or provided in support of said application, including sketches, data, and any other documents and materials, are honest and true to the best of my (our) knowledge.

Further, I (we) as owner(s) acknowledge and accept the responsibility for any and all fees charged or costs incurred by the Village of Richfield to carry out the processing and review of this application; I (we) further acknowledge and understand that I (we) will be required to start an escrow account to which all processing and review costs will be charged; I (we) further acknowledge that in the event that the initial fee is not sufficient to cover all the costs associated with processing and reviewing the application I (we) will be required to provide the Village of Richfield an additional deposit; I (we) further acknowledge that the balance of any remaining fees shall be refunded within a reasonable amount of time after this application has been processed or withdrawn;

Further I (we) as owner(s) of the subject property authorize and direct the authorized agent(s) identified above to act as my (our) representative(s) in any matter regarding this application, which may include the payment of filing fees on my (our) behalf;

Further I (we) as owner(s) of the property subject of this application and authorized agent(s) understand that this application and all required forms and information must be accurately completed, as determined by the Planning and Zoning Administrator for the Village of Richfield, before a meeting and/or public hearing (if required) can be scheduled.

Tara Villalobos

Print Name of Owner(s)

Tara Villalobos

Signature of Owner(s)

Troy Wohlt- Uihlein/Wilson Architects

Name of Agents(s)

The foregoing instrument was sworn to and acknowledged before me

this 22 day of January, 2015

Hope A. David

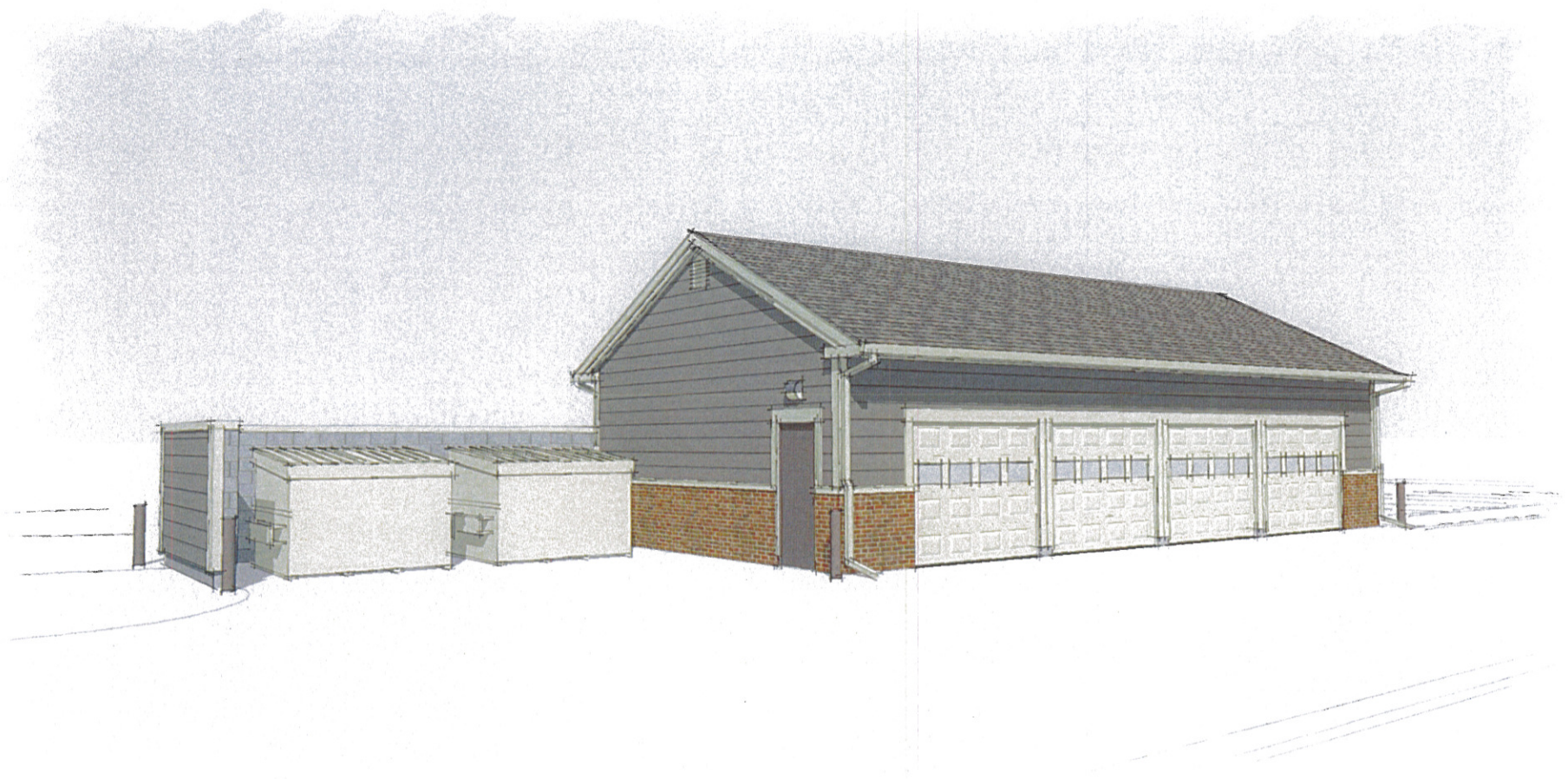
Notary Signature

HOPE A. DAVID

Print Notary Signature

October 11, 2015

Commission Expires



CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
GARAGE - PERSPECTIVE (SE)



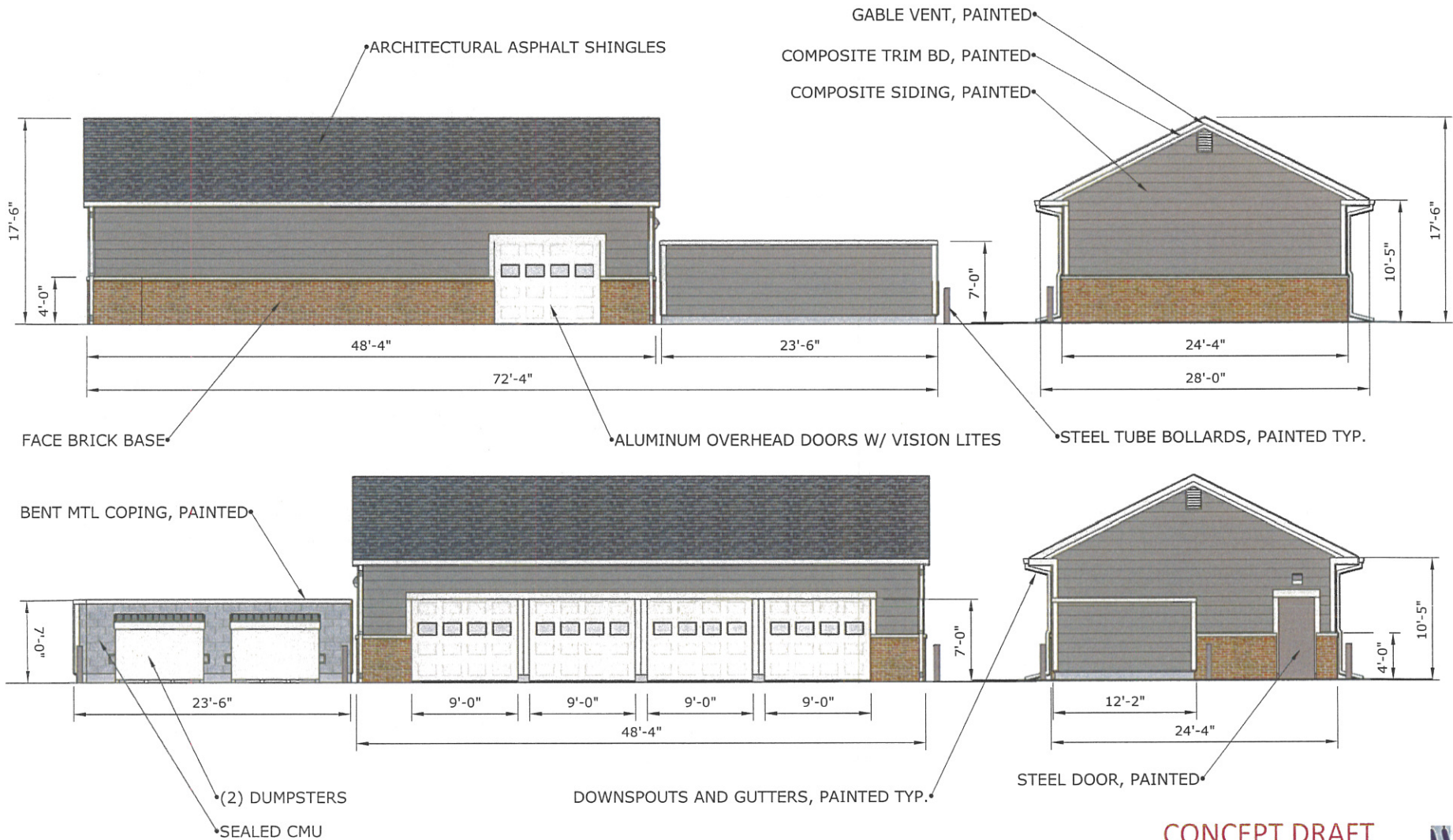


CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
GARAGE - PERSPECTIVE (NW)



**UIHLEIN
WILSON**
ARCHITECTS

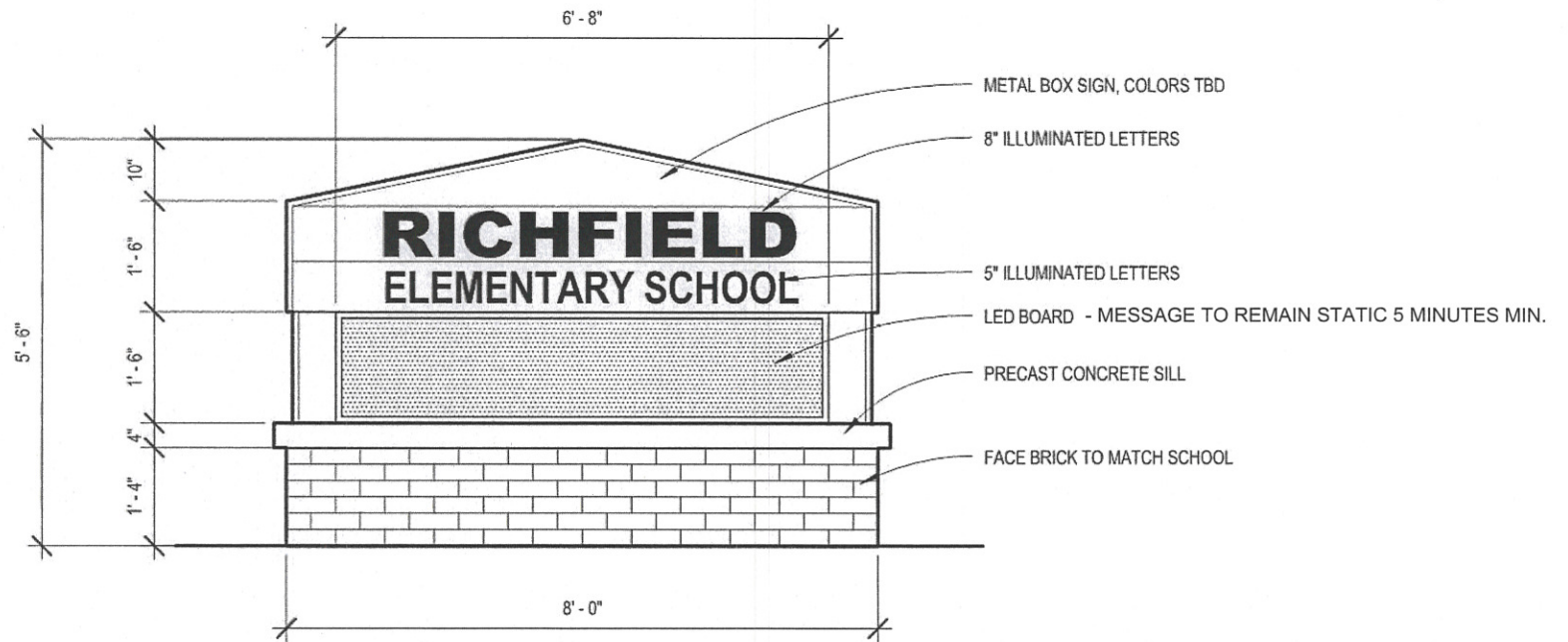


COLORS TO MATCH
EXISTING SCHOOL ENTRY

CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
GARAGE ELEVATIONS





CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
 MARQUEE SIGN



COLLINS ENGINEERS
2003 West Howard Avenue
Milwaukee, WI 53221
Phone: 414-224-4505
Fax: 414-224-4505

CZARNECKI ENGINEERING INCORPORATED
10000 W. National Avenue
Suite 100
West Allis, WI 53227
Phone: 414-224-4505
Fax: 414-224-4505
FACEBOOK: www.facebook.com/CZarneckiEngineering

**RICHFIELD ELEMENTARY
SITE PLAN PHOTOMETRICS**

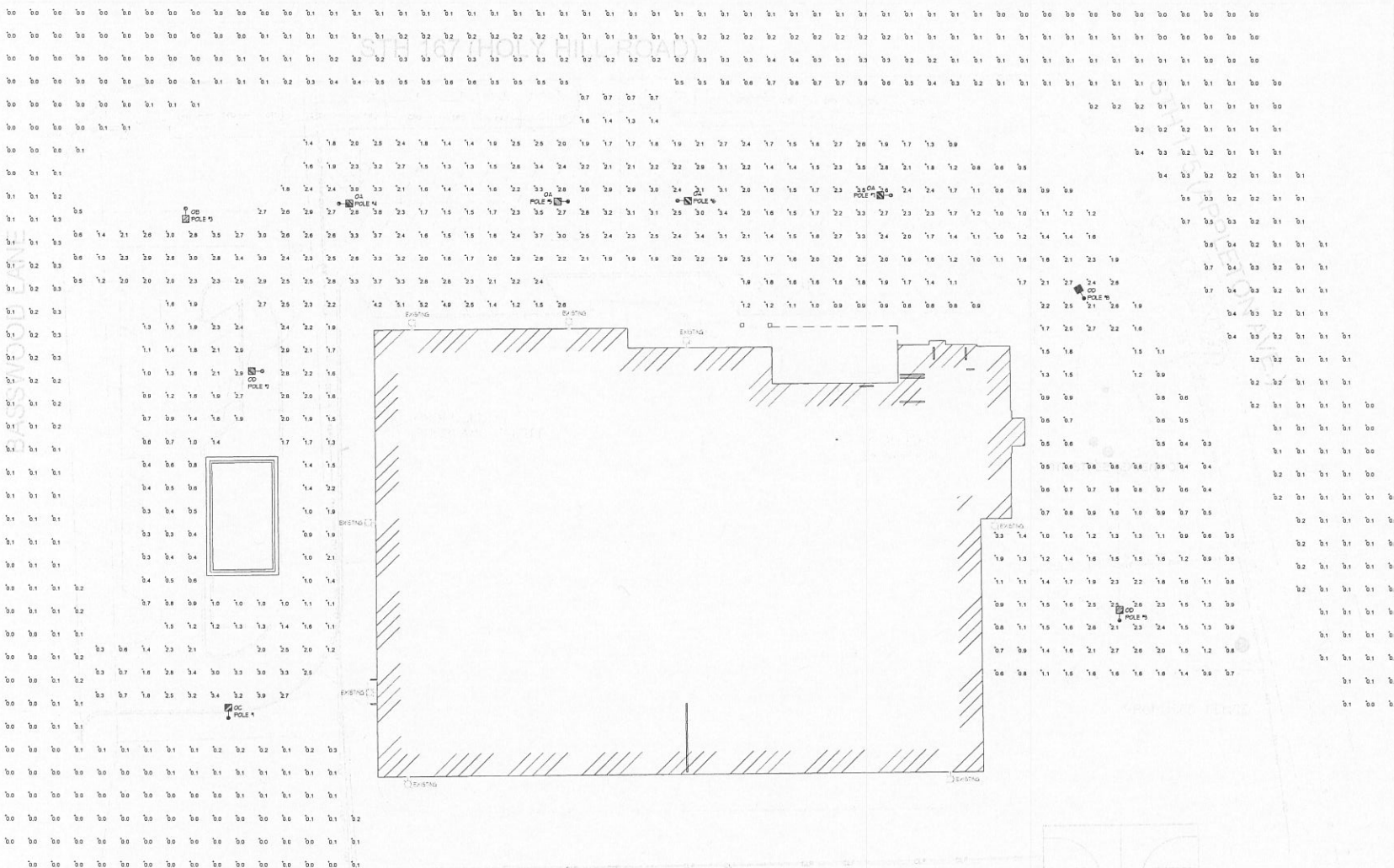
RICHFIELD, WI

DESCRIPTION

DESIGN BY:
DATE:
NO.:

CEI PROJECT: 8839
DESIGN BY: CZE
DRAWN BY: CZE
CHECKED BY: CZE

DATE:
01-19-2015
SCALE:
1" = 20'
SHEET NO:
EP-1



Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
PARKING	+	1.6 fc	5.2 fc	0.3 fc	17.3:1	6.0:1
PROPERTY LINE	+	0.1 fc	0.8 fc	0.0 fc	N/A	N/A

1 SITE PLAN PHOTOMETRICS
SCALE: 1" = 20'



CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
EXISTING PERSPECTIVE



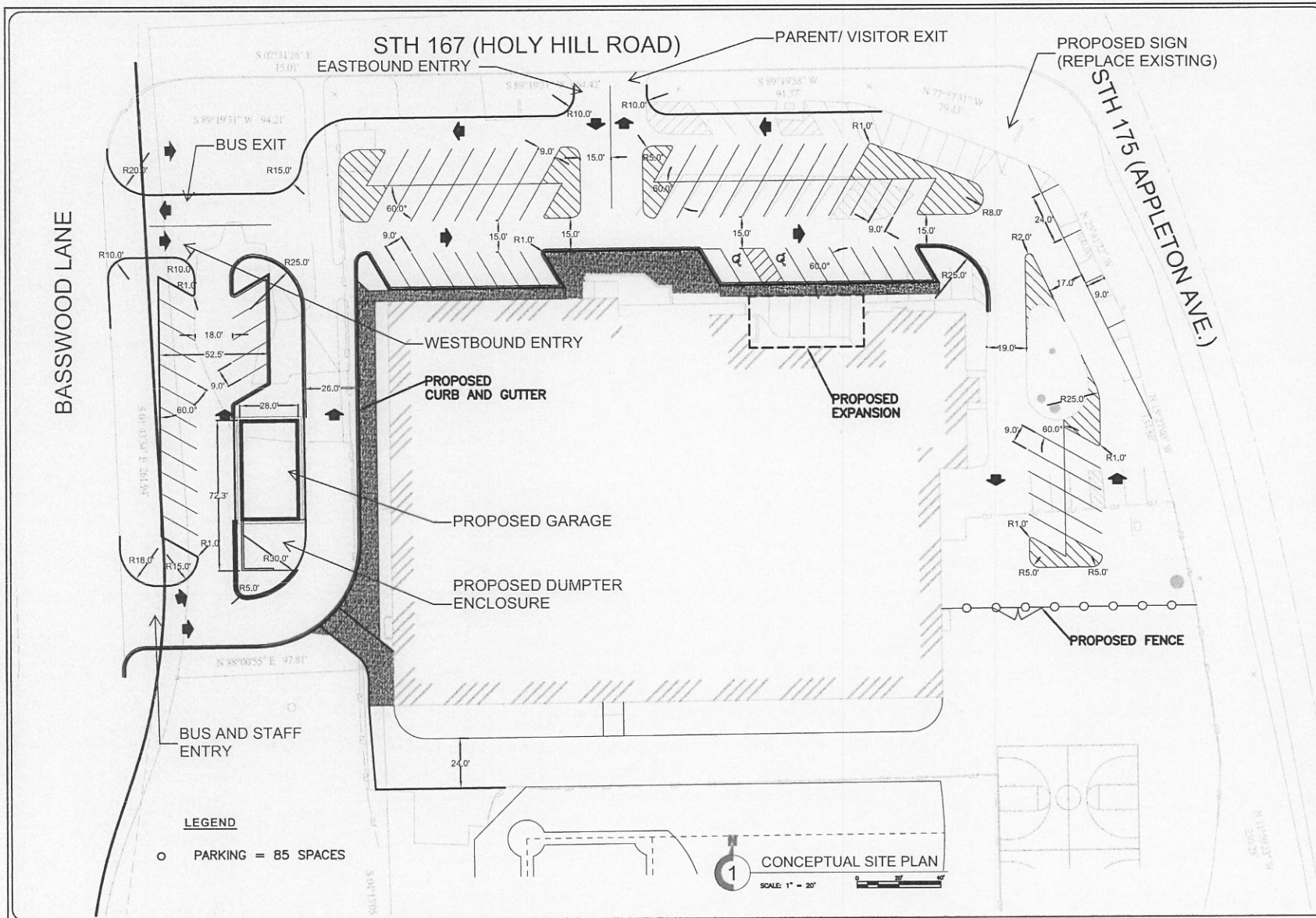


CONCEPT DRAFT
RICHFIELD ELEMENTARY ADDITION

February 18, 2015
NEW PERSPECTIVE



UIHLEIN
WILSON
ARCHITECTS



COLLINS ENGINEERS
 2000 North Lincoln Avenue
 Appleton, WI 54912
 Phone: 414-282-6905
 Fax: 414-282-6905

**RICHFIELD ELEMENTARY
 CONCEPTUAL SITE PLAN**

RICHFIELD, WI

NO.	DATE	REVISION BY	DESCRIPTION

CEE PROJECT: 0630
 DESIGN BY: WJR
 DRAWN BY: WJR
 CHECKED BY: RAT
 DATE: 07-19-2015
 SCALE: 1" = 20'
 SHEET NO: SP-1



UIHLEIN WILSON ARCHITECTS

322 East Michigan Street
Milwaukee, WI 53202
telephone | 414.271.8899
facsimile | 414.271.8942
email | office@uihlein-wilson.com

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REVISIONS		
No.	Date	Description

PRELIMINARY
NOT FOR CONSTRUCTION

RICHFIELD ELEMENTARY

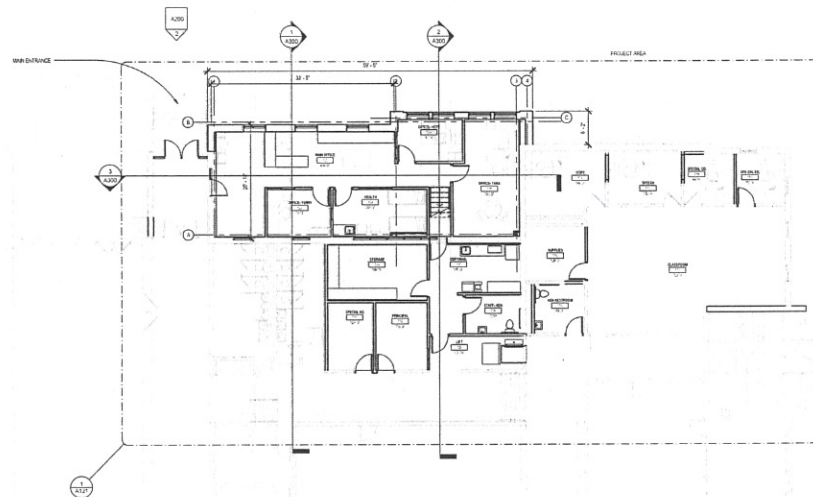
Owner
SHEFF
OVERALL FLOOR
PLAN

DATE
January 21, 2015

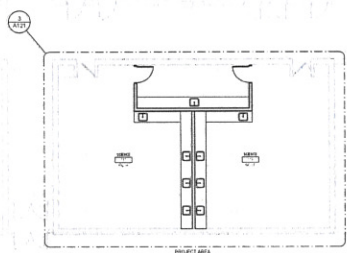
PROJECT NO.
14-127

SHEET NO.

A100

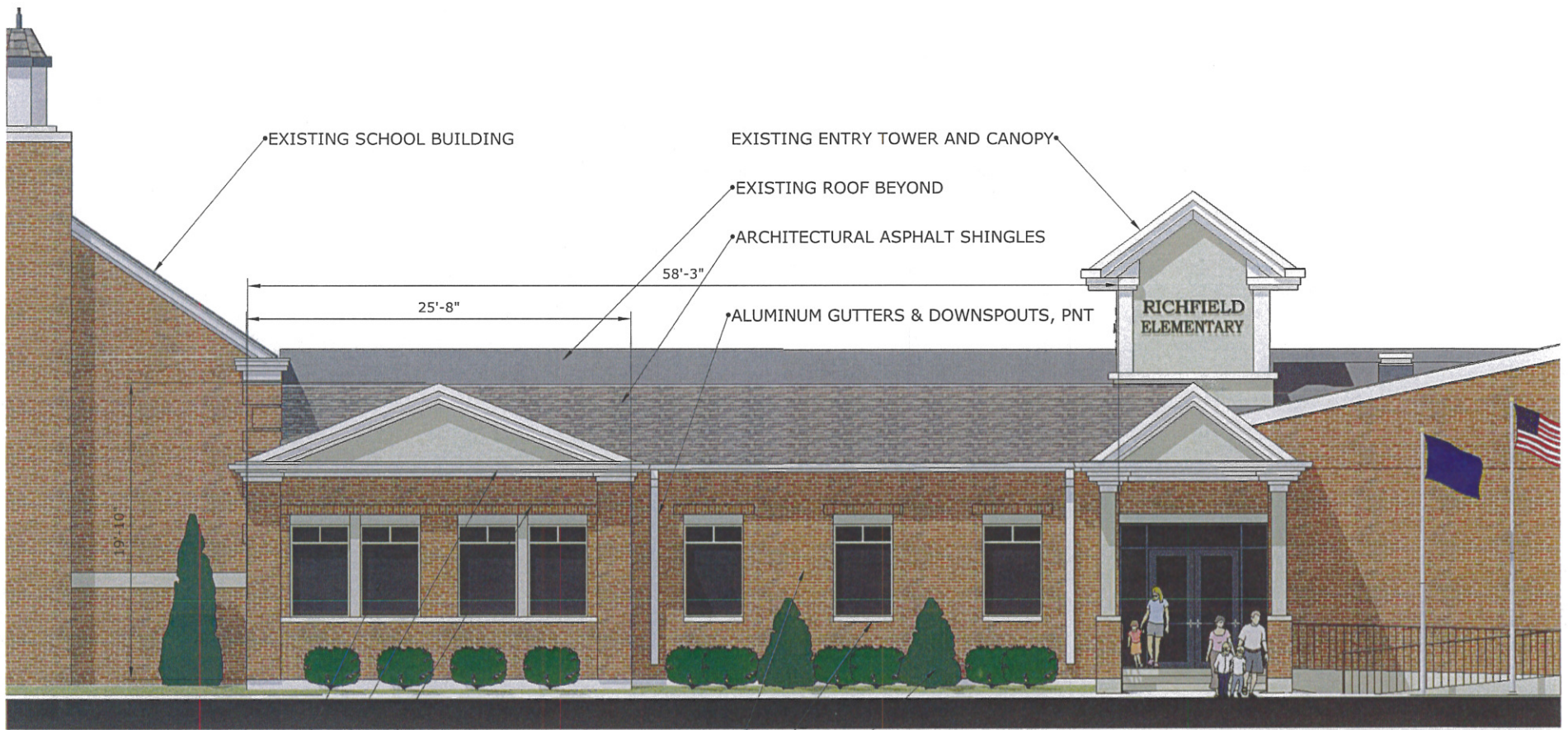


EXISTING
BUILDING AREA
49,188 SF



1 FIRST FLOOR - NEW
1/8" = 1'-0"

1/27/2015 10:08:17 AM C:\Bent Local Files\14-127 Richfield Elem.dwg



CONCEPT DRAFT

RICHFIELD ELEMENTARY ADDITION

February 18, 2015

ELEVATIONS



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